



**Quality Council**  
**Monday, August 25, 2003**  
**3:30-5:00 p.m.**

Conference Room 6A, Exchange Building  
821 Second Avenue, Seattle WA 98104

**Members Attending:**

Ron Sterling, Chair  
Howard Miller, Chair, King County Mental Health Advisory Board  
Frank Jose  
Alice Howell  
Alberto Gallego

**Staff Present:**

Lisbeth Gilbert

**Guests:**

Christine Hearth  
Christine White

**I. CALL TO ORDER**

Chairman Ron Sterling called the meeting to order at 3:30 pm.

**II. INTRODUCTIONS**

Meeting participants introduced themselves. Liz Gilbert introduced Elaine Goddard as the new notetaker for Quality Council.

**III. PREVIOUS MEETING NOTES APPROVAL**

Members read and approved the previous meeting notes. It was suggested that adjournment time be listed on minutes.

**IV. ANNOUNCEMENTS**

- Liz Gilbert heard from both Jack Fuller and Kali Henderson that neither would attend today's meeting.
- Frank Jose asked everyone to save the morning of September 19<sup>th</sup>, for a special seminar put on by NAMI. They are working with SAMHSA to put together a training seminar on client outcomes.
- Frank announced that NAMI is in the process of seeking board nominees, and asked to be notified about possible candidates..
- Liz will be on vacation August 28-September 16. In her absence, people should route Quality Council related questions to Jean Robertson.

- Ron announced that Ron Sims has developed a proposal that will result in landfill rental fees being dedicated for human services. If this proposal is passed, it will add approximately \$7 million to the County budget. The money will be not add revenues to human services, but will be used to help maintain the current level of funding. This proposal is seen as a first step; the next step will be to identify long-term solutions.

## **V. QUALITY COUNCIL ANNUAL REPORT**

Ron asked for feedback on the draft of the Quality Council Annual Report that was sent out via e-mail. This is the First Annual Report Card. It was established to summarize what the Quality Council has done in the last 12 months. Howard Miller did not like the self-report card section included. He felt the report spoke for itself, and self-grading is unnecessary. Liz had one minor correction: Steven Collins should be listed as a member of the Quality Review Team, not the director. Frank requested that the lead sentences be strengthened on the *Objectives* to make them more action oriented. Ron will make the amendments and forward a copy to Howard, along with his recommendation on how it should be distributed.

## **VI. MEMBERSHIP CRITERIA AND RIGHTS**

Ron requested feedback on his draft of the Quality Council Membership Regulations handout. The group took time to go over the handout section by section, and made suggestions/comments to improve and clarify several points. Frank had an issue with Article VII, Section 4. The intention is to have broad representation on the board, and the wording needs to emphasize membership diversity rather than limiting factors. The group agreed to re-title the section “*Membership Diversity*”. There was a question on Section 5 about the application form for community members to join the board. Ron passed-out a copy of the application from the Mental Health Board as a template for the group to use. A suggestion was made to put the group’s mission at the top, before the questions. Several fields were removed and some were added to reflect the group’s selection criteria. It was also suggested that verbiage be added near the signature block to emphasize the importance of attendance and other rules. A question arose on how the application process would be conducted, and who would have authority in the selection process. The group agreed to add a grandfather clause to the regulations in order to include members who have attended regularly so these individuals can have input into the application process. The group needs to establish what constitutes minimal attendance for members to be grandfathered in. Alberto made a suggestion to invite guests to observe the committee and if they are interested in joining, they can complete an application.

Time ran short, so the group decided to complete work on the Quality Council Membership Regulations next month.

## **VII. RSN UPDATE**

Liz Gilbert provided the following updates:

- New WACs are scheduled to be released for public comment by October 1, 2003. They will be implemented January 1, 2004. The Mental Health Division plans to stop licensure and certification reviews for the first 3 months of 2004 to allow time for implementation.
- There is a new federal requirement for a Prepaid Inpatient Health Plan review, where the subject of the review is the RSN. Federal mandates require the use of External Quality Review Organizations (EQRO) in conducting these reviews, and WIMIRT will be the EQRO for now. The review is based on the Balanced Budget Act requirements, which includes a multi-dimensional review process. WIMIRT reports directly to the Center for Medicaid & Medicare Services, who may then issue corrective action requirements to the RSN. The purpose is to assess the RSN's ability to oversee the system, as well as our operational practices.
- A State work group is working on the 2005 actuarial study that will be based on 2004 data. The group is working to clean-up data so we will have the most accurate portrayal of clients and services used.
- Two meetings are scheduled for August 28<sup>th</sup> at the Hawthorne Suites, in Kent, regarding the state Mental Health Division's Outcomes project. In the morning the Provider Association will meet with a consultant and hear recommendations. Liz didn't have any advance information about those recommendations. The afternoon will be an open meeting to discuss the tool and the status of the project. Liz will provide additional information as it comes available.
- The Center for Medicaid and Medicare Services (CMS) has still not approved the waiver submitted by the state Mental Health Division. Negotiations are now being conducted directly with headquarters in Maryland. We already know this will require changes to our contract. We are uncertain when amendments will be provided.
- 2004 Mental Health Policy & Procedures Manual edits/revisions are underway. They will go out for comment soon, and are scheduled for implementation January 1, 2004. Ron asked about the 30-day review period. Frank asked to have changes in the crisis response requirements identified.
- King County is conducting approximately one Contract compliance review per week. So far they are going fine although it is an arduous process. Liz will provide summary information at a later date.

## **VIII. CLOSING**

Ron requested agenda items for next month. The following suggestions were made:

- Forums
- Review and follow-up on the Mental Health Plan Report Card
- Quality Council application procedures – please e-mail suggestions to Ron.

The meeting was adjourned at 5:10 pm.